



Testing Guidance for Businesses and Employers During COVID-19

Businesses and employers can prevent and slow the spread of COVID-19 within the workplace. Business operation decisions should be based on both the level of disease transmission in the community and your readiness to protect the safety and health of your employees and customers.

Businesses and employers are encouraged to coordinate with the Division of Public Health (DPH) to obtain timely and accurate information to inform appropriate responses, including recommendations regarding diagnostic testing. Centers for Disease Control and Prevention (CDC) has collaborated with Occupational Safety and Health Administration (OSHA) to provide guidance for mitigation strategies based on the level of community transmission to plan for and respond to the impact of COVID-19.

All employers should implement and update as necessary a plan that:

- Is specific to your organization
- Identifies all areas and job tasks with potential exposures to COVID-19
- Includes control measures to eliminate or reduce such exposures, which should incorporate symptom recognition and testing

Employers should adapt infection control strategies based on a thorough hazard assessment, using appropriate combinations of engineering and administrative controls, safe work practices, and personal protective equipment (PPE) to prevent worker exposures.

General Guidance

- Staff self-monitor for symptoms daily and stay home when sick or experiencing symptoms such as fever of 99.5 degrees or higher, cough, shortness of breath, sore throat, muscle fatigue, chills, shaking with chills, loss of smell or taste.
- Staff wear face masks or cloth face coverings while at work when interacting with members of the public or when social distancing (even between employees) is impossible. Customers age 13 and older must wear face coverings as well. Children under two must not wear face coverings. Face coverings are recommended but not required for children ages 2 – 12.
- Staff work as socially distant as possible - maintaining at least 6 feet separation from others.
- Staff continue to work from home whenever possible unless there have been material changes that require them to return to the office.
- Businesses close common areas where staff may gather.
- Staff regularly wash or sanitize their hands during their shift. Have hand sanitizers available for employees and customers.
- Staff frequently disinfect frequently touched surfaces.
- Businesses post any required COVID-19 signage.

Exposure Risk

For most types of workers, the risk of infection with the virus that causes COVID-19 is similar to that of the general public. Workers whose jobs do not require contact with people known to be, or suspected of being, infected with COVID-19, nor frequent and prolonged close contact with (i.e., within 6 feet for 10 minutes or more) of the general public or coworkers are at lower risk of occupational exposure. The Hazard Recognition diagram below explains that workers' job duties affect their level of occupational risk, although risk varies based on specific duties. OSHA has divided job tasks into four risk exposure levels: very high, high, medium, and lower risk, as shown in the occupational risk pyramid, below. The four exposure risk levels represent the probable distribution of risk. Most American workers will likely fall in the lower exposure risk (caution) or medium exposure risk levels.

- **Lower Exposure Risk**

Jobs in this category have minimal occupational contact with the public, other coworkers or people known to be infected with SARS-CoV-2 (the virus that causes COVID-19). Includes remote workers or low-contact socially isolated work environments such as office and industrial facility workers who do not have frequent close contact with coworkers or the public.

- **Medium Exposure Risk**

Jobs that require frequent/close contact with people who are potentially infected. Includes contact with international travelers or contact with the general public or other workers, such as in education, high-population density work environments, cosmetology, transport workers, food service and some high-volume retail settings.

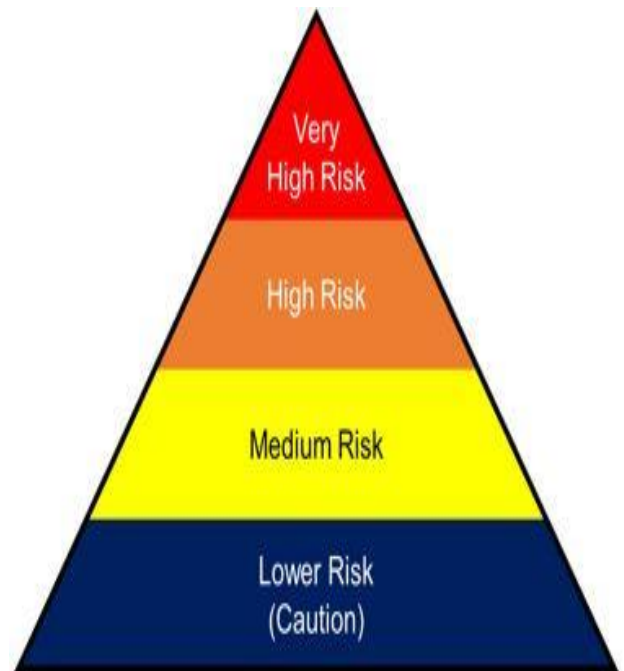
- **High Exposure Risk**

Jobs with a high potential for exposure to known or suspected sources of SARS-CoV-2. Includes healthcare delivery and support staff, medical transport workers, and mortuary workers.

- **Very High Exposure Risk**

Jobs with a very high potential for exposure to known or suspected sources of SARS-CoV-2 during specific medical, postmortem, or laboratory procedures requiring close contact with aerosolizing secretions or samples.* Includes direct healthcare, laboratory and mortuary personnel.

*CDC defines close contact as being within about 6 feet of an infected person while not wearing recommended PPE. Close contact also includes instances where there is direct contact with infectious secretions while not wearing recommended PPE. Close contact generally does not include brief interactions, such as walking past a person.



COVID-19 Testing

COVID-19 testing may be considered part of a business' strategy to keep customers and/or employees safe. Testing should be prioritized for employees of businesses in the high, and very high, exposure risk categories, as well as for some workers in businesses in the medium risk category based on job duties. A variety of testing options exist. Employers should encourage workers to get tested through their occupational health services or through primary care providers. Hospital and community testing sites throughout the state are also available. Pharmacy testing will become increasingly available. Employers may choose to provide their own testing events in partnership with commercial laboratories or health system partners. Some employers may be interested in partnering with LabCorp for COVID-19 at-home tests. These kits can be shipped to anyone who meets screening criteria. LabCorp can file a claim with any individual's insurance or utilize federal funds to cover the cost of the test.

Further information about testing can be found on <https://coronavirus.delaware.gov/testing/>.

Routine testing is not recommended for those in the lower exposure risk and most people in the medium exposure risk categories. Examples of jobs that may be medium or higher risk where testing should be considered include, but are not limited to:

- Health care
- Dentistry
- Emergency response and public safety
- Postmortem care
- Social services and home visitors
- Manufacturing
- Meat and poultry processing
- Laboratory
- Airline and other transport operations
- Volunteers providing frontline services
- Retail operations
- Food Service
- Border protection and transportation security
- Correctional facility operations
- Solid waste and wastewater management
- Environmental (i.e., janitorial) services
- Cosmetology, tattoo and massage
- Education, including Early Childhood

Workforce and Community	Risk Category	Frequency	Notes
Asymptomatic Healthcare Workers and First Responders	Very High or High	At least once every 4 weeks	Consider testing on a rotating basis (e.g., 25% of staff each week)
*Asymptomatic LTC Staff	Very High or High	Once a week	Testing on a rotating basis (e.g., 20% of staff daily)
Asymptomatic Critical Infrastructure Personnel such as manufacturing, meat-packing plants and others in the bulleted list above	Some Medium - involving frequent close contact with others	Once every 4 weeks	Consider testing on a rotating basis (e.g., 25% of staff each week)
General Asymptomatic Population	Most Medium and Low	As recommended	Targeted community testing events based on epidemiology data

**Regulations for mandatory LTC facility staff testing effective June 1, 2020*